

Code of Conduct for suppliers

2022-02-08

Akademiska Hus is a long-term property owner with high aspirations for sustainability. Our operations include the management and development of our existing property portfolio as well as continuous investments in new construction and redevelopment. We develop resource-efficient, sustainable campuses and knowledge environments and act responsibly as an employer, property owner, property developer and community participant.

In light of the above, it is imperative for us to conduct our business in a way that promotes sustainable development, and to ensure that the goods and services that we purchase are produced sustainably and responsibly.

The success of our sustainability efforts depends on good relationships and mutual trust with our suppliers. We believe in an approach that focuses on development and learning, and we welcome constructive dialogue on these issues.

This Code of Conduct applies both to you, as a supplier to Akademiska Hus, and to your subcontractors. As a supplier to Akademiska Hus, you are responsible for ensuring that the subcontractors in our common supply chain comply with the requirements in this Code of Conduct.



Terms of the Code of Conduct



COMPLIANCE WITH APPLICABLE LAWS ETC.

You must comply with applicable laws, regulations, rules and this Code of Conduct. If this Code of Conduct imposes stricter requirements, these stricter requirements must take precedence. You must have all the permits, licences, registrations, etc. that are required for the operations concerned.

GUIDING PRINCIPLES

Products and services must be delivered in compliance with the ten principles of the UN Global Compact. These principles are based on the UN Declaration of Human Rights, the ILO Declaration on Fundamental Principles and Rights at Work, the Rio Declaration and the UN Convention against Corruption.

HUMAN RIGHTS

You must support and respect internationally declared human rights and treat your employees and suppliers with fairness, equality and respect for the equal value of all people.

BUSINESS ETHICS

Operations must be conducted in accordance with good business practice, promote free competition and comply with high ethical standards. No form of corruption, bribery, money laundering or illicit limitation of competition is permitted.

Terms of the Code of Conduct

WORKING CONDITIONS

All employees must be covered by written employment contracts and terms of employment similar to those in collective agreements, translated into a language they understand. All employees must have a right to statutory weekly rest periods and leave, including sick leave and parental leave. Working hours, including overtime, must comply with applicable laws and regulations. Weekly working hours must not exceed 60 hours per week including overtime.

Salaries and wages must be paid regularly, directly to employees, at the established time and in full, and salary deductions may not be used as a disciplinary measure. People working for you under employment-like conditions must also be treated according to these principles.

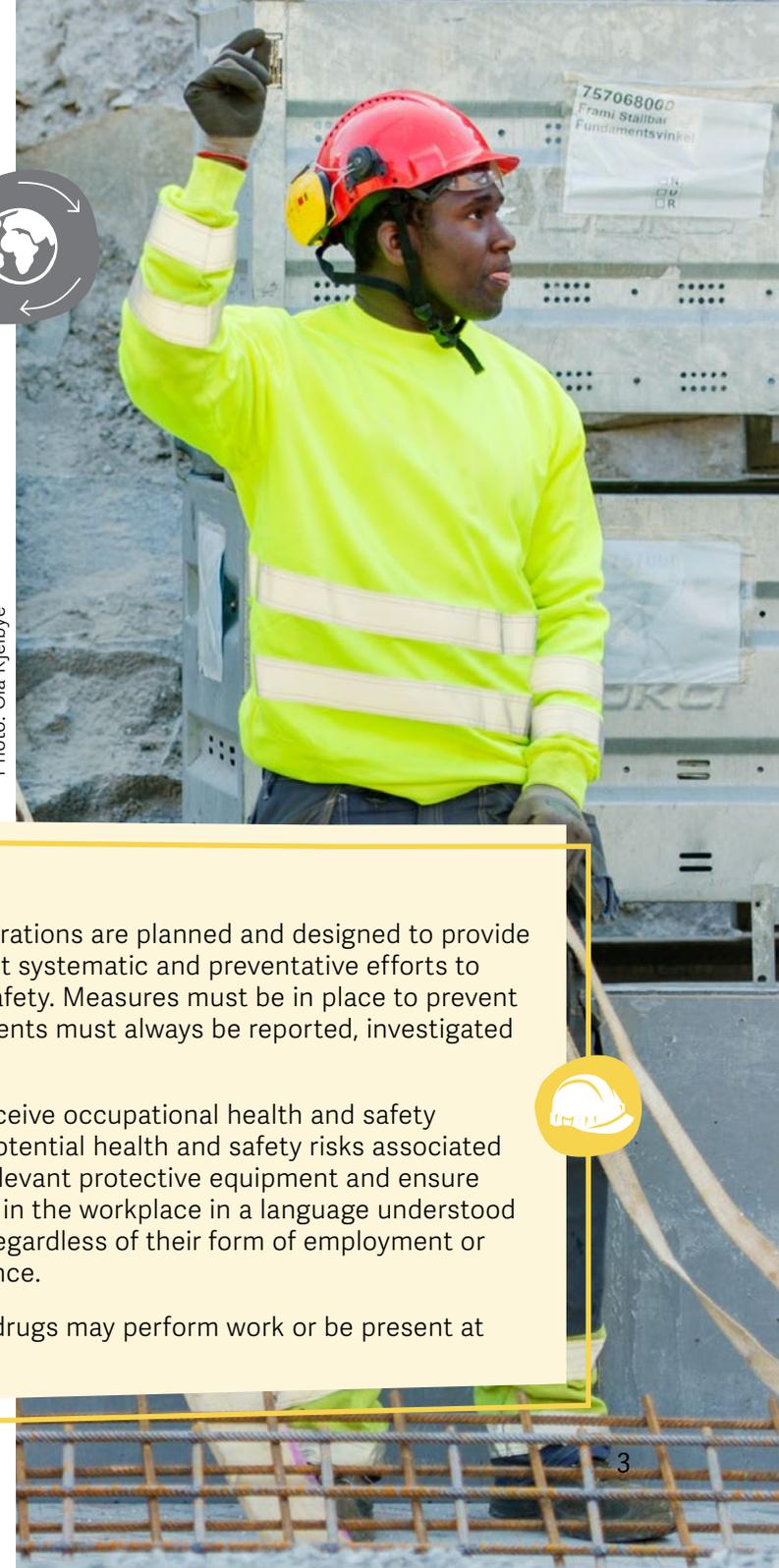
Employees' right to trade union organisation must also be respected, and employees must be given the opportunity to conduct collective bargaining negotiations without risk of punishment, threat or harassment. In countries with restricted rights to trade union organisation, the supplier must strive to provide a working environment where the executive management and employees can engage in constructive discussion regarding work-related matters. All work must be carried out voluntarily, and no form of forced labour or work linked to any type of threat or punishment is permitted. No employees must be obliged to deposit valuables, ID documents, etc. with their employer.

Discrimination is not acceptable on any grounds, whether in connection with recruitment, salary review, training, promotion or dismissal. The supplier must actively prevent discrimination, harassment and other forms of victimisation in the workplace.

We do not accept child labour. If child labour is not prohibited under local law, no person aged under 15 may be employed. Persons aged between 15 and 18 may conduct non-hazardous work tasks, provided they are of a legal working age and have completed national compulsory schooling. Exceptions may be made for holiday work and short employment periods.



Photo: Ola Kjelbye



OCCUPATIONAL HEALTH AND SAFETY

You are responsible for ensuring that your operations are planned and designed to provide a safe working environment. You must conduct systematic and preventative efforts to continuously improve workplace health and safety. Measures must be in place to prevent accidents and work-related injuries, and accidents must always be reported, investigated and rectified.

Everyone who works for you must regularly receive occupational health and safety training. Employees must receive training in potential health and safety risks associated with their work. The employer must provide relevant protective equipment and ensure that health and safety information is available in the workplace in a language understood by everyone in the organisation. All workers, regardless of their form of employment or contract, must be covered by accident insurance.

No persons under the influence of alcohol or drugs may perform work or be present at the workplace.



Terms of the Code of Conduct



ENVIRONMENT

You must conduct systematic and preventative efforts to minimise, and have knowledge of and control over, the environmental and climate impact of your operations. You must conduct continuous efforts to improve your environmental and climate performance. You are responsible for ensuring that your processes and operations are planned and designed to minimise damage and/or disruption to land, people and the environment.

The precautionary principle must be applied so as to reduce emissions to air, soil and water and minimise energy and resource use.

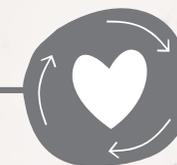
The supplier must strive to maintain a high degree of resource efficiency, e.g. through reuse, recycling and spill prevention, and must prioritise materials with low climate impact.

INFORMATION MANAGEMENT

Information regarding our or our customers' operations may only be used for the intended purposes. The supplier must have adequate routines and processes in place for information security and personal data processing.

Photo: Anders Bryngel

Monitoring and compliance



To ensure compliance with this Code of Conduct, Akademiska Hus has the right to perform reviews of you and your subcontractors at all stages.

Akademiska Hus may enlist third parties to perform such reviews. A review may be conducted through examination of documents, physical visits or by other means. In connection with the review, you must provide Akademiska Hus with relevant information as requested and the opportunity to carry out physical visits, as well as provide any other assistance necessary for the review.

The Code of Conduct is accompanied by a self-assessment questionnaire. If Akademiska Hus so requests, you must answer the questionnaire in order to certify your compliance with the Code of Conduct.

By accepting the Code of Conduct, you authorise reviews to be performed regarding compliance with the Code of Conduct, and you accept the duty to perform self-evaluation as described above.

Finally, it is emphasised that the provisions of this Code of Conduct are minimum requirements, and that any stricter requirements imposed under other contracts shall prevail over the provisions of this Code of Conduct.



AKADEMISKA HUS

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